



WESKUS / WEST COAST
DISTRIKSMUNISIPALITEIT DISTRICT MUNICIPALITY
U MASIPALA WESITHILI SASEWEST COAST

**NOTULE VAN DIE SPESIALE RAADSVERGADERING GEHOU OP WOENSDAG,
28 MAART 2018 OM 11:00 IN DIE RAADSAAL VAN DIE WESKUS
DISTRIKSMUNISIPALITEIT**

**MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON WEDNESDAY,
28 MARCH 2018 AT 11:00 IN THE COUNCIL CHAMBERS OF THE WEST COAST
DISTRICT MUNICIPALITY**

Teenwoordig / Present

Raadslede / Councillors

Cllr R Skei	West Coast District Municipality
Cllr F Kamfer	West Coast District Municipality
Cllr RW Strydom	West Coast District Municipality (Executive Deputy-Mayor)
Ald JH Cleophas	West Coast District Municipality (Executive Mayor)
Cllr van der Hoven	West Coast District Municipality
Cllr RE Swarts	West Coast District Municipality (Speaker)
Cllr H Kordom	West Coast District Municipality
Cllr J Alexander	West Coast District Municipality
Cllr JJ Hoop	West Coast District Municipality
Cllr M Carosini	Matzikama Municipality
Cllr NM Ngobo	Matzikama Municipality
Cllr NS Quanta	Cederberg Municipality
Cllr J Meyer	Cederberg Municipality
Ald FJ Schippers	Saldanha Bay Municipality
Cllr M Schrader	Saldanha Bay Municipality
EB Mankay	Saldanha Bay Municipality
Cllr BJ Penxa	Swartland Municipality
Ald BJ Stanley	Swartland Municipality
Cllr VD McQuire	Swartland Municipality
Cllr N Smit	Swartland Municipality



Amptenare / Officials

Mr DC Joubert	Municipal Manager
Mr W Markus	Director Administration and Community Services
Mr HJ Matthee	Director Technical Services
Mr J Koekemoer	Director Finance
Mr F Williams	Senior Manager: Strategic Services
Mr J Jonker	Senior Manager: Income and Expenditure
Ms Z Jacobs	Manager Administration
Mr KJ Frans	Public Relations Officer

Sekretariaat / Secretariat

Ms VM Cloete

Tolk / Interpreter

Ms V Sovile

1. OPENING & VERWELKOMING OPENING & WELCOMING

The Speaker welcomed all present.

2. AANSOEKE OM VERLOF TOT AFWESIGHEID APPLICATION FOR LEAVE OF ABSENCE

A request for leave of absence was submitted by the following councillors and officials:

- Cllr SA Gxabalashe
- Ald SJ Smit
- Ald E Nackerdien
- Cllr S Scholtz
- Cllr BJ Penxa
- Mr A Adams (Manager Internal Audit)



BESLUIT:

**DAT VERLOF TOT AFWESIGHEID AAN DIE VOLGENDE
RAADSLEDE EN AMPTENARE TOEGESTAAN WORD:**

- **RDL SA GXABALASHE**
- **RDH SIJ SMIT**
- **RDH E NACKERDIEN**
- **RDL S SCHOLTZ**
- **RDL BJ PENXA**
- **MNR A ADAMS (BESTUURDER INTERNE OUDIT)**

RESOLVED:

**THAT LEAVE OF ABSENCE BE GRANTED TO THE FOLLOWING
COUNCILLORS AND OFFICIALS:**

- **CLLR SA GXABALASHE**
- **ALD SIJ SMIT**
- **ALD E NACKERDIEN**
- **CLLR S SCHOLTZ**
- **CLLR BJ PENXA**
- **MR A ADAMS (MANAGER INTERNAL AUDIT)**

**3. AANKONDIGINGS DEUR DIE SPEAKER
ANNOUNCEMENTS BY THE SPEAKER**

Geen / None



**4. SAKE VIR BESLUITNEMING DEUR DIE RAAD
MATTERS FOR RESOLUTION BY COUNCIL**

**4.1 KANTOOR VAN DIE MUNISIPALE BESTUURDER
OFFICE OF THE MUNICIPAL MANAGER**

**4.1.1 AFDELING: STRATEGIESE DIENSTE
DIVISION: STRATEGIC SERVICES**

**ITEM 18/03/28/4.1.1.1 VAN DIE NOTULE VAN DIE SPESIALE
RAADSVERGADERING VAN DIE WESKUS DISTRIKSMUNISIPALITEIT WAT
GEHOU IS OP 28 MAART 2018**

**ITEM 18/03/28/4.1.1.1 OF THE MINUTES OF THE SPECIAL COUNCIL MEETING
OF THE WEST COAST DISTRICT MUNICIPALITY HELD ON 28 MARCH 2018**

**ONDERWERP: KONSEP GEïNTEGREERDE ONTWIKKELINGSPLAN (GOP)
2017/2022 – HERSIENING 1 (13/1/B)**

**SUBJECT: DRAFT INTEGRATED DEVELOPMENT PLAN (IDP)
2017/2022 - REVIEW 1 (13/1/B)**

Die item het gedien tydens die Uitvoerende Burgemeesterskomitee gedateer 14 Maart 2018:

The item served at the Executive Mayoral Committee dated 14 March 2018:

DOEL

Die doel van die verslag is om die Konsep Geïntegreerde Ontwikkelingsplan (GOP) 2017/2022 - Hersiening 1 aan die Raad van die Weskus Distriksmunisipaliteit voor te hou vir goedkeuring.

'n Afskrif van die Konsep GOP 2017/2022 is aangeheg as Bylaag.

PURPOSE

The purpose of the report is to submit the Draft Integrated Development Plan (IDP) 2017/2022 – Review 1 of the West Coast District Municipality to Council for approval.



A copy of the West Coast District Municipality's IDP 2017/2022 – Review 1 are circulated as an Annexure.

AGTERGROND

Die GOP van die munisipaliteit is die hoof strategiese instrument wat riglyne verskaf rakende inligtingsbeplanning, bestuur en ontwikkeling van die munisipaliteit.

Die Geïntegreerde Ontwikkelingsplan is ook 'n proses waardeur 'n munisipaliteit die beplanning en strategiese raamwerk kan vasstel om die ontwikkelingsmandaat te vervul.

Die regsraamwerk vir die Geïntegreerde Ontwikkelingsplan (GOP) word vervat in Hoofstuk 5 van die Plaaslike Regering: Munisipale Stelselwet, Wet 32 van 2000 en die Begroting in Hoofstuk 4 van die Plaaslike regering: Municipale Finansiële Bestuurswet, Wet 56 van 2003. Ingevolge die voorskrifte moet die GOP en begroting nie later as 31 Maart 2018 aan die Raad voor gehou vir aanvaarding sodat die publieke konsultasieproses aanvang kan neem in April 2018.

Die skakel tussen die Konsep Begroting, Medium-Termyn Inkomste en Uitgawe Raamwerk (MTIUR) en die GOP word geformaliseer deur die voorskrifte in die Plaaslike Regering: Municipale Finansiële Bestuurswet, Wet 56 van 2003.

BACKGROUND

The Integrated Development Plan of our municipality is the main strategic instrument which guides and informs planning, management and development of the municipality.

Integrated development planning is a process through which a municipality can establish a planning and strategic framework to help municipalities fulfill their developmental mandate:

The legal framework for the Integrated Development Planning and Budget is contained in Chapter 5 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) and Chapter 4 of the Local Government: Municipal Finance Management Act 56 of 2003. In terms of the prescriptions, the IDP and Budget must be tabled to Council by no later than 31st March 2018 for ratification so that the public participation processes can be commenced during April 2018.

The Draft Budget, Medium-Term Revenue and Expenditure Framework (MTREF) and the IDP are inextricably linked to one another, and has been formalised through the prescriptions in the Local Government: Municipal Finance Management Act, Act 56 of 2003.



FINANSIËLE IMPLIKASIE

Inligting soos vervat in die Konsep Begroting en MTIUR 2018/2019, 2019/2020, 2020/2021.

FINANCIAL IMPLICATION

Information as contained in the Draft Budget and MTREF 2018/2019, 2019/2020, 2020/2021.

WETLIKE IMPLIKASIE / LEGAL IMPLICATION

Section 21(1) (b) of the Local Government: Municipal Financial Management Act, Act 56 of 2003 reads as follows:

The Mayor of a municipality must at least 10 months before the start of the budget year, table in the municipal council a time **schedule** outlining key deadlines for-

- (i) *the preparation, tabling and approval of the annual budget;*
- (ii) *the annual review of –*
 - (aa) *the integrated development plan in terms of section 34 of the Municipal Systems Act, and*
 - (bb) *the budget-related policies;*
- (iii) *the tabling and adoption of any amendments to the integrated development plan and the budget-related policies; and*
- (iv) *any consultative processes forming part of the processes referred to in subparagraphs (i), (ii) and (iii)*

Chapter 5 and Section 25 (1) of the Local Government: Municipal Systems Act, Act 32 of 2000 (MSA) indicates that:

Each municipal council must, within a prescribed period after the start of its elected term, adopt a single, all-inclusive and strategic plan for the development of the municipality which-

- a) *Links integrates and coordinates plans and takes into account proposals for the development of the municipality;*
- b) *Aligns the resources and capacity of the municipality with the implementation of the plan;*
- c) *Complies with the provisions of this Chapter; and*
- d) *Is compatible with national and provincial development plans and planning requirements binding on the municipality in terms of legislation.*

The legislation indicates that in terms of **Section 34 of the Local Government: Municipal Systems Act, Act 32 of 2000 (MSA)**:



A municipal council-

- (a) must review in accordance its integrated development plan-*
 - (i) annually in accordance with an assessment of its performance measurements in terms of section 41; and*
 - (ii) to the extent that changing circumstances so demand; and*
- (b) may amend its IDP in accordance with a prescribed process*

In terms of the core components of integrated development plans, **Chapter 5 and Section 26** of the Local Government: Municipal Systems Act, Act 32 of 2000 (MSA) indicates that:

An integrated development plan must reflect-

- a) The municipal council's vision for the long term development of the municipality with special emphasis on the municipality's most critical development and internal transformation needs;*
- b) An assessment of the existing level of development in the municipality, which must include an identification of communities which do not have access to basic municipal services;*
- c) The council's development priorities and objectives for its elected term, including its local economic development aims and its internal transformation needs;*
- d) The council's development strategies which must be aligned with any national and provincial sectoral plans and planning requirements binding on the municipality in terms of legislation;*
- e) A spatial development framework which must include the provision of basic guidelines for a land use management system for the municipality;*
- f) The council's operational strategies;*
- g) Applicable disaster management plans;*
- h) A financial plan, which must include a budget projection for at least the next three years; and*
- i) The key performance indicators and performance targets determined in terms of section 41.*

Section 27 of the Municipal Systems Act 32 of 2000 provides further guidance on the compilation of the district framework for integrated planning.

PERSONNEL IMPLICATION / PERSONEEL IMPLIKASIE:

Geen / None

Cllr Strydom requested that the following documents be workshopped by Council at the next Portfolio Committee meeting dated 3 April 2018:

- Draft Integrated Development Plan 2017/2022 – Review 1;
- Draft Budget 2018/2019, 2019/2020, 2020/2021; and
- Service Delivery Budget Implementation Plan (SDBIP) 2018/2019.



Op voorstel van rdl Skei, gesekondeer deur rdl Schrader word:

BESLUIT:

**DAT DIE KONSEP GEINTEGREERDE ONTWIKKELINGSPLAN (GOP) 2017/2022
– HERSIENING 1 GOEDGEKEUR WORD.**

RESOLVED:

**THAT THE DRAFT INTEGRATED DEVELOPMENT PLAN (IDP) 2017/2022 –
REVIEW 1 BE APPROVED.**



**4.2 DEPARTEMENT: FINANSIES
DEPARTMENT: FINANCE**

ITEM 18/03/28/4.2.1 VAN DIE NOTULE VAN DIE SPESIALE RAADSVERGADERING VAN DIE WESKUS DISTRIKSMUNISIPALITEIT WAT GEHOU IS OP 28 MAART 2018

ITEM 18/03/28/4.2.1 OF THE MINUTES OF THE SPECIAL COUNCIL MEETING OF THE WEST COAST DISTRICT MUNICIPALITY HELD ON 28 MARCH 2018

ONDERWERP: KONSEP BEGROTING 2018/2019, 2019/2020, 2020/2021 (13/1/B)

SUBJECT: DRAFT BUDGET 2018/2019, 2019/2020, 2020/2021 (13/1/B)

Die item het gedien tydens die Uitvoerende Burgemeesterskomitee gedateer 14 Maart 2018:

The item served at the Executive Mayoral Committee dated 14 March 2018:

DOEL

Die doel van die verslag is om die Konsep Begroting en die Medium-Termyn Inkomste en Uitgawe Raamwerk (MTIUR) 2018/2019, 2019/2020, 2020/2021 aan die Raad van die Weskus Distriksmunisipaliteit voor te hou vir goedkeuring.

Strategiese doel: Om finansiële volhoubaarheid te verseker.

PURPOSE

The purpose of the report is to submit the Draft Budget and the Medium-Term Revenue and Expenditure Framework (MTREF) 2018/2019, 2019/2020, 2020/2021 of the West Coast District Municipality to Council for approval.

Strategic objective: To ensure financial sustainability.

AGTERGROND

'n Afskrif van die Konsep Begroting en MTIUR 2018/2019, 2019/2020, 2020/2021 is aangeheg as Bylaag.

Die regsraamwerk vir die Geïntegreerde Ontwikkelingsplan (GOP) word vervat in Hoofstuk 5 van die Plaaslike regering: Munisipale Stelselwet, Wet 32 van 2000 en die Begroting in Hoofstuk 4 van die Plaaslike regering: Munisipale Finansiële



Bestuurswet, Wet 56 van 2003. Ingevolge die regsproses moet die GOP en Begroting nie later as 31 Maart 2018 aan die Raad voorgehou word vir aanvaarding sodat die publieke konsultasieproses in aanvang kan neem in April 2018.

Die Konsep Begroting en MTIUR 2018/2019, 2019/2020, 2020/2021 was gewerkswinkel op 28 Februarie 2018 met alle Raadslede in die begroting samestelling proses voor die formele voorhou van die Konsep Begroting aan die Raad in Maart 2018.

MFMA Omsendskrywe nr 6 van 02 Augustus 2016 voorsien riglyne aan munisipaliteite om die *Municipal Regulations on a Standard Chart of Accounts (mSCOA)* te implementeer vir volledige MSCOA voldoening teen 1 Julie 2017.

BACKGROUND

A copy of the West Coast District Municipality's Draft Budget and MTREF 2018/2019, 2019/2020, 2020/2021 are circulated as an Annexure.

The legal framework for the Integrated Development Planning and Budget is contained in Chapter 5 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) and Chapter 4 of the Local Government: Municipal Finance Management Act 56 of 2003. In terms of the legislative process, the IDP and budget must be tabled to Council by no later than 31st March 2018 for ratification so that the public participation processes can commence during April 2018.

The Draft Budget and the MTREF 2018/2019, 2019/2020, 2020/2021 was workshopped on 28 February 2018 with all councillors and the budget compilation process prior to the formal tabling of the draft budget to Council in March 2018.

FINANSIELLE IMPLIKASIE

Inligting soos vervat in die Konsep Begroting en MTIUR 2018/2019, 2019/2020, 2020/2021.

FINANCIAL IMPLICATION

Information as contained in the Draft Budget and MTREF 2018/2019, 2019/2020, 2020/2021.



WETLIKE IMPLIKASIE / LEGAL IMPLICATION

Section 16 of the Local Government: Municipal Finance Management Act, Act 56 of 2003 (MFMA) dealing with the tabling of annual budgets, inter alia, reads as follows:

- 1) *The council of a municipality must for each financial year approve an annual budget for the municipality before the start of that financial year.*
- 2) *In order for a municipality to comply with subsection (1), the mayor of the municipality must table the annual budget at a council meeting at least 90 days before the start of the budget year.*
- 3) *Subsection (1) does not preclude the appropriation of money for capital expenditure for a period not exceeding three financial years, provided a separate appropriation is made for each of those financial years.*

Council must in terms of Section 21 (1) (2) of the Local government: Municipal Finance Management Act (MFMA) (Act 56 of 2003) annually review the Integrated Development Plan and Budget.

In terms of Section 21 of the Local Government: Municipal Finance Act 56 of 2003:

- (1) *The Mayor of a municipality must-*
 - a) *Co-ordinate the processes for preparing the annual budget and for reviewing the municipality's integrated development plan and budget-related policies to ensure that the tabled budget and any revisions of the integrated development plan and budget- related policies are mutually consistent and credible.*
- (2) *When preparing the annual budget, the mayor of a municipality must-*
 - a) *Take into account the municipality's integrated development plan;*
 - b) *Take all reasonable steps to ensure that the municipality revises the integrated development plan in terms of section 34 of the Municipal Systems Act, taking into account realistic revenue and expenditure projections for future years.*

Section 22 of the the Local Government: Municipal Finance Act 56 of 2003:

- "(a) *in accordance with Chapter 4 of the Municipal Systems Act—*
 - (i) *make public the annual budget and the documents referred to in section 17(3); and*
 - (ii) *invite the local community to submit representations in connection with the budget; and*
- (b) *submit the annual budget—*
 - (i) *in both printed and electronic formats to the National Treasury and the relevant provincial treasury; and*
 - (ii) *in either format to any prescribed national or provincial organs of state and to other municipalities affected by the budget"*



Section 23 of the Local Government: Municipal Finance Management Act, Act No. 56 of 2003 stipulates as follows:

Consultations on tabled budgets.

- (1) *When the annual budget has been tabled, the municipal council must consider any views of—*
 - (a) *the local community; and*
 - (b) *the National Treasury, the relevant provincial treasury and any provincial or national organs of state or municipalities which made submissions on the budget.*
- (2) *After considering all budget submissions, the council must give the mayor an opportunity—*
 - (a) *to respond to the submissions; and*
 - (b) *if necessary, to revise the budget and table amendments for consideration by the council.*

Section 24 of the Local Government: Municipal Finance Management Act, Act No. 56 of 2003 dealing with the approval of annual budgets and, *inter alia*, reads as follows:

- 1) *The municipal council must at least 30 days before the start of the budget year consider approval of the annual budget.*
- 2) *An annual budget*
 - a) *must be approved before the start of the budget year;*
 - b) *is approved by the adoption by the council of a resolution referred to in section 17(3)(a)(i); and*
 - c) *must be approved together with the adoption of resolutions as may be necessary*
 - i. *imposing any municipal tax for the budget year;*
 - ii. *setting any municipal tariffs for the budget year;*
 - iii. *approving measurable performance objectives for revenue from each source and for each vote in the budget;*
 - iv. *approving any changes to the municipality's integrated development plan; and*
 - v. *approving any changes to the municipality's budget related policies.*
- 3) *The accounting officer of a municipality must submit the approved annual budget to the National Treasury and the relevant provincial treasury.*

PERSONEEL IMPLIKASIE / PERSONNEL IMPLICATION

Geen / None



Op voorstel van die Uitvoerende Burgemeester, gesekondeer deur rdl Skei word:

BESLUIT:

- 1. DAT DIE KONSEP BEGROTING EN MTIUR VIR DIE 2018/2019, 2019/2020, 2020/2021 FINANSIELE JAAR GOEDGEKEUR WORD:**

UITGAWES	R 338 879 750
INKOMSTE	R 336 525 967
KAPITAAL BEGROTING	R 3 354 590

- 2. DAT DIE MUNISIPALE TARIEWE GOEDGEKEUR WORD;**
- 3. DAT KENNIS GENEEM WORD DAT DIE KONSEP BEGROTING EN MTIUR VIR DIE 2018/2019, 2019/2020, 2020/2021 FINANSIELE JAAR VAN DIE WESKUS DISTRIKSMUNISIPALITEIT VOLGENS DIE MUNICIPAL REGULATIONS ON A STANDARD CHART OF ACCOUNTS (MSCOA) KLASIFISEER EN IMPLEMENTEER IS EN AAN DIE MSCOA VOORSKRIFTE VOLDOEN;**
- 4. DAT KENNIS GENEEM WORD VAN MFMA OMSENDSKRYWE NR 91 AANGAANDE KOSTE BESPARINGSMAATREëLS TESAME MET DIE AANVAARDING VAN DIE KONSEP BEGROTING.; EN**
- 5. DAT KENNIS GENEEM WORD VAN MFMA OMSENDSKRYWE 91 GEDATEER 08 MAART 2018 EN DAT INDIEN ENIGE WYSIGINGS / VERANDERINGE MOET PLAASVIND, DIT REGGESTEL WORD VIR DIE GOEDKEURING VAN DIE FINALE BEGROTING IN MEI 2018.**

RESOLVED:

- 1. THAT THE DRAFT BUDGET AND MTREF FOR THE 2018/2019, 2019/2020, 2020/2021 FINANCIAL YEAR BE APPROVED:**

EXPENDITURE	R 338 879 750
INCOME	R 336 525 967
CAPITAL BUDGET	R 3 354 590

- 2. THAT THE MUNICIPAL TARIFFS BE APPROVED;**
- 3. THAT COGNISANCE BE TAKEN THAT THE DRAFT BUDGET AND MTREF FOR THE 2018/2019, 2019/2020, 2020/2021 FINANCIAL YEAR OF THE WEST COAST DISTRICT MUNICIPALITY WAS IMPLEMENTED IN THE MUNICIPAL REGULATIONS ON A STANDARD CHART OF ACCOUNTS (MSCOA) CLASSIFICATION AND IS MSCOA COMPLIANT; AND**



- 4. THAT MFMA CIRCULAR NO 91 ON COST CONTAINMENT MEASURES BE NOTED IN PRINCIPLE WITH THE APPROVAL OF THE BUDGET; AND**
- 5. THAT COGNISANCE BE TAKEN OF MFMA CIRCULAR 91, DATED 08 MARCH 2018 AND IF THERE IS ANY AMENDMENTS / CHANGES, IT WILL BE RECTIFIED AT THE APPROVAL OF THE FINAL BUDGET IN MAY 2018.**



**5. DATUM VAN VOLGENDE VERGADERING
DATE OF NEXT MEETING**

Die vergadering van die 96ste Algemene Raadsvergadering vind plaas op Woensdag, 30 Mei 2018 om 11:00 in die Raadsaal van Weskus DM.

The meeting of the 96th General Council meeting will take place on Wednesday, 30 May 2018 at 11:00 in the Council Chambers of West Coast DM.

KENNIS GENEEM / NOTED

**6. AFSLUITING
CLOSING**

Die Speaker bedank almal vir hul teenwoordigheid.



**SPEAKER
RDL/CLLR R SWARTS**